



**City of Oakland, Bicyclist & Pedestrian Advisory Commission**  
**Minutes from the March 15, 2018 meeting**  
**City Hall, 2<sup>nd</sup> Floor, Sgt Daniel Sakai Hearing Room (aka Hearing Room 4)**

Meeting agenda at [www2.oaklandnet.com/OAK069716](http://www2.oaklandnet.com/OAK069716).

Meeting called to order at 6:03 pm by BPAC Chair, Midori Tabata.

**Item 1. Roll Call/Determination of Quorum/Introductions**

At roll call, quorum was established with nine commissioners present (X).

Commissioners	Present
Reginald K Burnette Jr	X
Andrew Campbell	X
Christopher Kidd	X
Fred McWilliams	X
George Naylor	X
Mariana Parreiras	X
Midori Tabata (Chair)	X
Rosa Villalobos	X
Kenya Wheeler (Vice-Chair)	X

Introductions were made.

- Other attendees: Scott Amundson, Ryan Chan, Bob Fearman, Chris Hwang, Chris Kintner, Carol Levine, Phoenix Mangrum, Robert Prinz, Daniel Swafford, Royston Taylor
- Staff: Matt Jones, Jason Patton, David Pene, Bruce Williams

**Item 2. Approval of meeting minutes**

- A motion to **adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from February 15, 2018** was made (Parreiras), seconded (McWilliams), and approved by consent. Adopted minutes online at [www.oaklandbikes.info/BPAC](http://www.oaklandbikes.info/BPAC).

**Item 3. Open Forum / Public Comment**

- Daniel Swafford, the Executive Director of the Montclair Village Association and member of the Laurel District Association, mentioned a public campaign to close a funding gap for the Antioch Court enhancement project, proposed as a potential recipient of TDA Article 3 funding by staff at the February 15 BPAC meeting. He commended staff for their coordination on a project at 35<sup>th</sup> and MacArthur and the LAMMPS project on MacArthur Blvd east of High Street.
- Robert Prinz noted that the Mayor's Commission on Persons with Disabilities will hear an update on the Bike Plan and meet on Monday, March 19 from 5:30-7:30.

#### **Item 4. TDA Article 3 Projects: Commission Action (*presentation attached*)**

Bruce Williams, Senior Transportation Planner with OakDOT provided an update on the staff-recommended projects for TDA Article 3 funding. The funding will be spent over 3 years. Staff incorporated a “quick and effective” project based on Commission feedback at the February hearing. There are cost increases and bids are coming in high. There are constraints and limited staff availability to work on projects. Recommended projects include the stairs and paths program projects, Peralta Streetscape, and Harrison Street “quick and effective”. Williams outlined criteria for the project selection such as proximity to schools and transit.

##### Summary of Discussion:

- The funds are stable, though they may vary year-to-year. Funds come from MTC and allocation is pre-determined by a formula used by the counties.
- The Harrison project was partially selected due to proximity to Lincoln Elementary. The rendering used in the presentation is an example from a similar project at a different school.
- The City should have a request-driven program to daylight crosswalks. Crosswalk upgrades could be connected to pathways and stair projects.
- The Commission is required to review, not necessarily approve, staff’s project recommendations.
- The City used Killed/Severely Injured statistics for motorists, cyclists, and pedestrians as a factor to determine project area. The scope could be expanded to include 6<sup>th</sup> Street where a cyclist was recently killed. There was also a pedestrian fatality at 10<sup>th</sup> and Madison which also just outside the project area.
- The City can cover a potential overage through Measures B and BB.
- The paths program has community support, outreach for projects will be handled at the programmatic level. Prioritization generally given to the top of the list that staff compiles, which analyzes the baseline condition of the paths. 1/3 of the prioritization is equity-based.
- Decision-making process for future years was discussed. Staff could consider an earlier list of quick-fix projects for BPAC to select from. Typically the paths and stairs program is an annual candidate. Commissioners could also consider funding existing programs.

Motion made by McWilliams, seconded by Burnette Jr. to recommend that staff move forward with the projects presented to the Commission.

Speakers other than Commissioners: Chris Kintner

#### **Item 5. 2017 Annual Report to PWC Committee: Report Back (*handout attached*)**

Ryan Chan, former BPAC Commissioner and 2017 Chair, provided an overview of his annual report to the Public Works Committee. The item has been elevated from a report to an oral item presented to the committee.

Jason Patton, DOT staff, provided an overview of the staff response to the BPAC. Staff will consolidate the BPAC annual reports on the website for review. Specifically, staff requested feedback from the Commissioners, chair and vice chair on the format of the report.

##### Summary of Discussion:

- The report gave a forum for Human Resources and City Administrator’s offices to respond to the Commission’s comments.

- The Chair and Vice Chair have typically made themselves available for daytime meetings, but could designate a representative to do so in case neither can attend.
- There was a perception that Council is giving increased attention to the report compared to prior years. Council typically focuses on an area for increased attention each year based on the timeliness of the issue and on public feedback. Public comment at Council meetings could play a role in shaping how the report is received.
- Staff's responses can be used to engage Council members and create a dialogue.

Speakers other than commissioners: Robert Prinz

### **Item 6. Bike to Work Day/Month Planning**

Chris Hwang, President of Walk Oakland Bike Oakland, outlined plans for Bike to Work Day (BTWD), and showed Commissioners their 2018 BTWD website: <http://wobo.org/bike-to-work-day-2018/>. Typically Councilmembers and the Mayor participate along with elected officials from organizations like BART and at the County and State level. There are a few ways people can engage:

- Bring ideas for programming
- Stuff giveaway bags on May 3rd and 4th
- Participate in a Pedal Pool (bike-pools organized with local Councilmembers)
- Contribute to a media kit; spread the word to building managers and human resources staff

Summary of Discussion:

- NextDoor/social media can be used to spread the word
- Inform Bike East Bay of opportunities for ribbon cuttings for major completed bike projects that align on Bike to Work Day

Speakers other than commissioners: Robert Prinz

### **Item 7. Possible Creation of BPAC Legislative Committee**

Commissioner Kidd led a discussion around the potential creation of a legislative committee, which could include up to 4 Commissioners and 3 members of the public. The purpose would be to prioritize new policies, propose changes to existing policies and advocate for adoption of at the City Council level. A few examples include 15 mile-per-hour speed limits in school zones or Citywide pedestrian signal prioritization and actuation. The committee could be subservient to the BPAC or could be empowered on a case-by-case basis to work directly together.

Summary of discussion:

- There are concerns about BPAC's relationship with staff; a legislative committee could be viewed as adversarial. The desire for a more involved role in to the policymaking process could put staff in a tough position.
- The committee could be responsible for either existing or new items. Minimum path of travel of pedestrians could be one example where this could be used.
- The committee could create a list of opportunities, bring to commission and decide which to pursue.
- Take a long-term perspective on policy changes. The committee could consider new technologies like self-driving cars and motorized scooter-sharing systems.

- Consider a mixed-model approach to the committee; members can review some items directly and take others to the full Commission.
- The word “legislative” could imply that the body is intended to write legislation, something that typically is reserved for the Council level. Another name could be considered.
- Consider where the Committee’s recommendations would go, the role of staff in the process, and how to engage stakeholders.
- Commissioner Kidd will take in the comments from the BPAC meeting and work these into a proposal to bring back to BPAC.

Speakers other than commissioners: Royston Taylor, Carol Levine

**Item 8. Three-month agenda look-ahead suggestions for meeting topics, announcements**

- Commissioner Kidd: appoint a liaison to Measure KK Oversight Committee
- Commissioner Kidd: provide advance warning for paving projects and more information on the Measure KK workplan.
  - Jason Patton suggested that this request could be consolidated with the biannual paving updates request (anticipated April 2018) and the request for expenditures related to Measure KK, which needs to wait until the end of the fiscal year (anticipated Fall 2018)
- Commissioner Naylor asked about the Ped Plan update
  - Jason Patton said that there is already a request for a ped plan update

Announcements:

- Commissioner McWilliams: Oakland Yellow Jackets kickoff ride is at Lake Merritt on 4/7/18: <https://oaklandyellowjackets.wildapricot.org/event-2845121>
- Commissioner Tabata: Commissioners will convene at Downtown Wine Merchants. All are welcome.
- Matt: Commissioners are invited to take a group picture after the meeting.

Chair Tabata adjourned the meeting at 8:00 pm.

Minutes recorded by Matt Jones, Bicycle & Pedestrian Facilities Coordinator, emailed to meeting attendees for review on Friday, March 23 with comments requested by 5pm, on Friday, March 30 to [mbjones@oaklandnet.com](mailto:mbjones@oaklandnet.com). Revised minutes were added to the April 2018 meeting agenda and adopted at that meeting.

# 2018 Transportation Development Act (TDA)

Bruce Williams, Funding Program Manager

# What is TDA and what does it fund?

- Transportation Development Act (Article 3) funds bicycle and pedestrian projects, limited to:
  - Construction and/or engineering of a bike/ped capital projects
  - Maintenance of multi-purpose paths
  - Bicycle safety education (5% limitation)
  - Development of bicycle and pedestrian plans (once every 5 years)
  - Restriping of Class II bike lanes

## What is the process?

- Metropolitan Transportation Commission administers regionally for state
- Alameda County Public Works administers process in Alameda Co. for MTC
- Available funding is established for each jurisdiction in March
- City proposes a list of projects that must be approved by the Bicyclist and Pedestrian Advisory Commission (March/April Adoption)
- Approved list of projects is approved by Council (May)

## More on Funding

- Funding is available in July
- Almost \$450K of funding for Oakland this year
- Funding must be spent within three years
- Not required to request all funding – can bank
- Historical uses of funding in Oakland – last year
  - E. 20<sup>th</sup> St Stairpath – 150K (currently ready to construct)
  - Bicycle Safety Education – 25K (contract with Bike East Bay, every two years)
  - Bicycle Signage Program – 100K (in process)
  - Bike Safe Storm Drain Program – 100K (in process)

# Global Issues in 2018

- Bicycle program is well funded overall
  - No current need to recharge signage or grates program this year
  - Adequate funds for striping, parking, etc
  - Have already requested Bike Plan funding (2016)
- Capital projects cost increases in bike/ped projects
  - With strong economy, construction bids are coming in very high
  - Funding several large capital projects has required “creative” juggling of funding sources
- Capacity Constraints - staff

# Bike/Ped Commission Meeting in March

- Reviewed Potential Projects
- General Support for Program option
- Desire noted for more quick, innovative, small scale projects, as opposed to filling funding gaps for larger projects
  - Reviewed this with staff, and have proposed a new project for pedestrian safety improvements

## Summary of recommended projects

<b>Project</b>	<b>Funding</b>
Stairs/Paths Program (3 projects)	\$136,000
Peralta Streetscape	\$200,000
Harrison Street “Swift & Effective”	\$113,820
<b>Total</b>	<b>\$449,820</b>

# Oakland Stairs/Paths Program

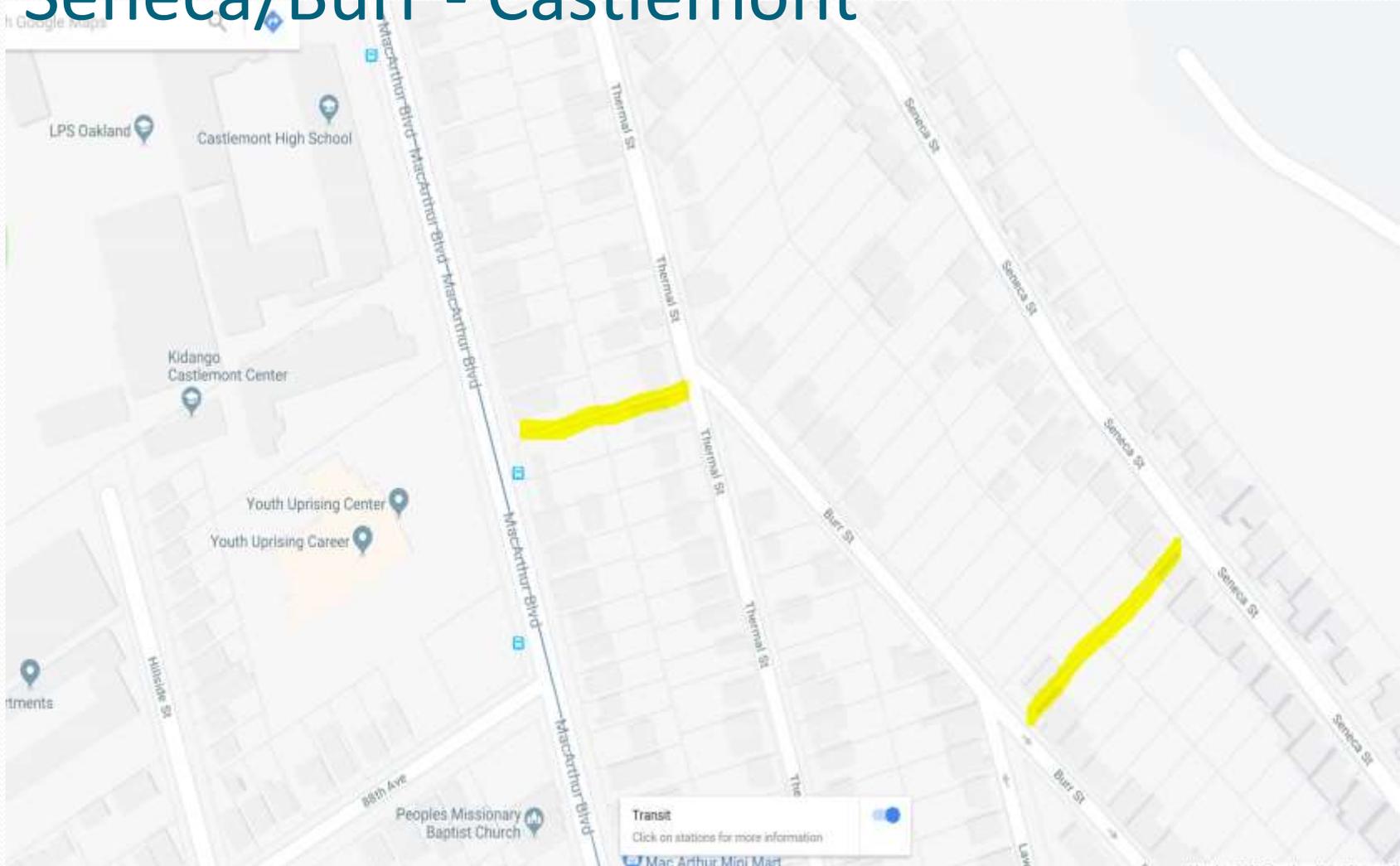
- The program has generally received funding each year for one stair/path project
- The program ranks projects based on:
  - physical condition (40%)
  - proximity to schools/transit (30%)
  - equity/communities of concern (30%)

# Oakland Stairs/Paths Program

- The Stairs/Paths program has three priority projects:
  - Burr Street to Seneca – \$77K design/survey
  - Wilson to Damuth - \$53K construction
  - Palmer Ave – \$6 K (hand rail only)

Total request: \$ 136,000

# Oakland Stairs/Paths Program – Seneca/Burr - Castlemont

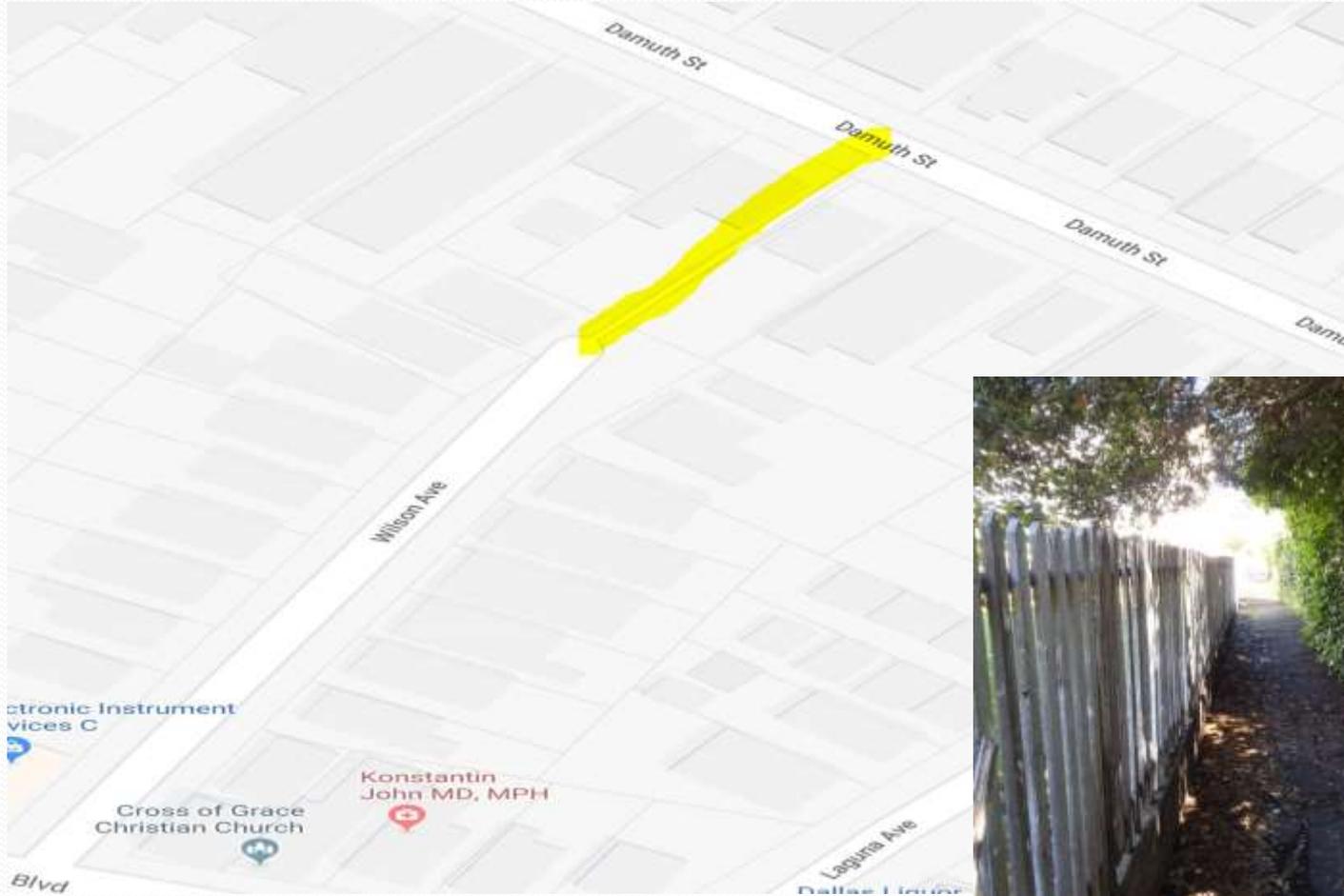


# Oakland Stairs/Paths Program – Seneca/Burr - Castlemont



**REASON FOR URGENCY**

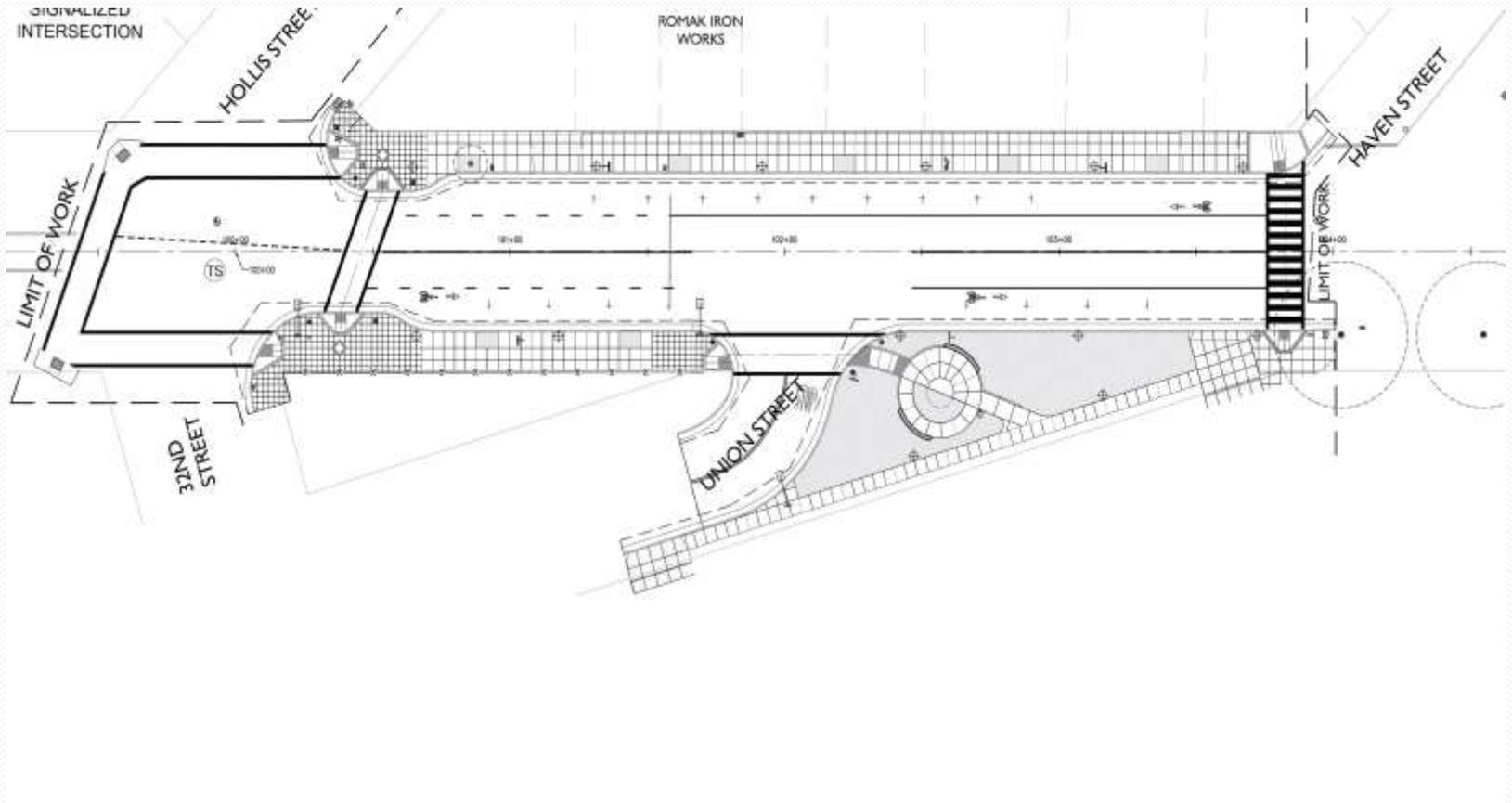
# Oakland Stairs/Paths Program – Wilson/Damuth (Lower Dimond)



# Peralta Streetscape Project

- Peralta Street, from 7<sup>th</sup> to 36<sup>th</sup>
- Currently under construction
- Includes bike lanes for entire length
- bulbouts, improved sidewalks, ADA curb ramps in sections
- Approximately \$3 million overall construction cost
- Due to change orders during construction requires 200K additional funding

# Peralta Streetscape Project



# Swift & Effective Project – Harrison Street

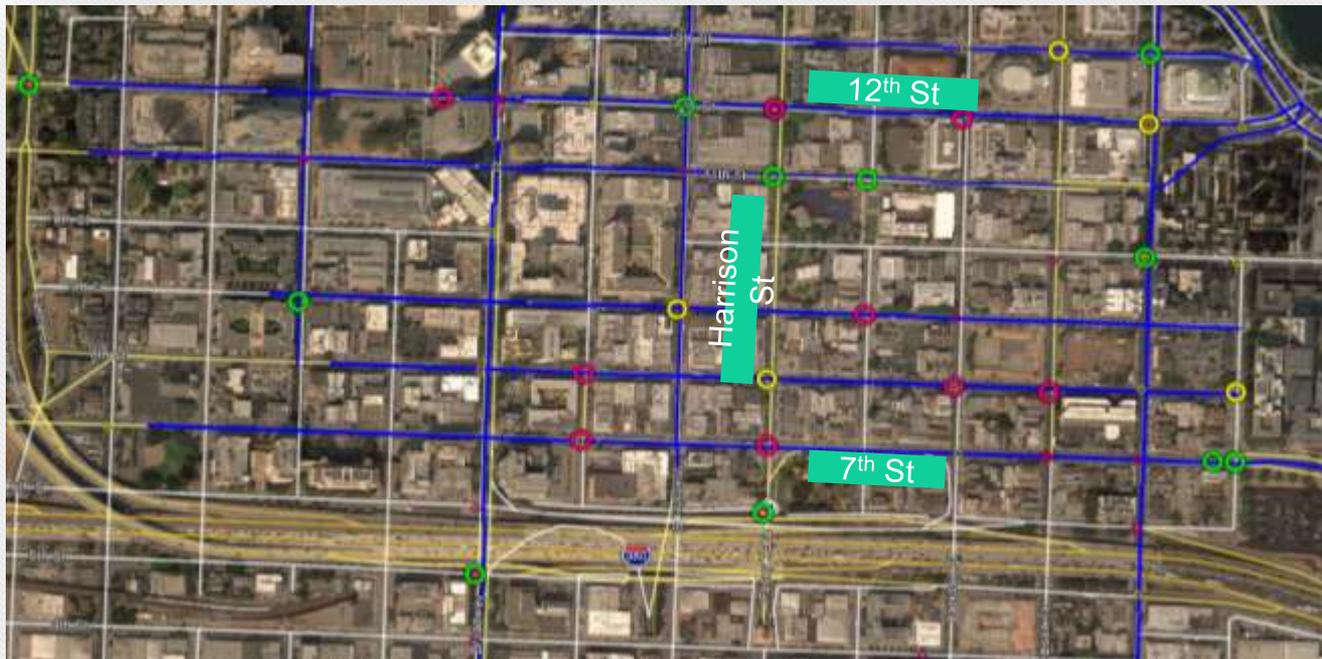
- Urgent way to address a traffic safety need
- Uses relatively low-cost materials with quick implementation timelines
- Allows for trial of innovative designs
- Followed with capital investment when money & staff capacity are available



Harrison & 23<sup>rd</sup> Swift & Effective Project

# Harrison St | Context

7<sup>th</sup> St to 12<sup>th</sup> St



**Key:**

DRAFT High injury corridor:\* ———

Pedestrian KSI:\*\* ○

Motorist KSI: ○

Bicyclist KSI: ○

Pedestrian Moderate\*\*\* Injury: ○

Bicyclist Moderate Injury: ○

\* Data analyzed is from 2012-2016 via SWITRS; still reviewing data and refining methodology

\*\*KSI = kills and severe injury

\*\*\*Moderate injury = "other visible injury" according to California Highway Patrol Form 555

# Harrison St | Project

## Tasks:

- Scope a swift and effective improvement within the 7<sup>th</sup> to 12<sup>th</sup> St segment that can fit within budget
- Collaborate with community members, organizations (e.g. Asian Health Services, Chinatown Coalition), and AC Transit to seek input
- Develop designs in coordination with partners
- Implement designs



Rendering of Potential Franklin Elementary Swift & Effective Project

## Summary of recommended projects

<b>Project</b>	<b>Funding</b>
Stairs/Paths Program (3 projects)	\$136,000
Peralta Streetscape	\$200,000
Harrison Street “Swift & Effective”	\$113,820
<b>Total</b>	<b>\$449,820</b>



Thank You!



# MEMORANDUM

**TO:** Bicyclist & Pedestrian  
Advisory Commission

**FROM:** Jason Patton, Bicycle &  
Pedestrian Program Manager

**SUBJECT:** OakDOT Staff Response to  
2017 BPAC Annual Report

**DATE:** March 13, 2018

The City of Oakland's Bicyclist & Pedestrian Advisory Commission (BPAC) presented its 2017 Annual Report to the Public Works Committee of the Oakland City Council at the Public Works Committee meeting of February 27, 2018. At the meeting Councilmember Dan Kalb, Chairperson of the Public Works Committee, requested that the Department of Transportation (OakDOT) respond to five recommendations in the BPAC Annual Report. These responses were provided at the podium, and they are being shared with the BPAC through this memorandum.

*BPAC Recommendation #1: Post up-to-date organizational charts that include details about projects, programs, and responsibilities.*

The City of Oakland is transitioning to a new content management system for the City's website. The current website at [www.oaklandnet.com](http://www.oaklandnet.com) will be replaced by [oaklandca.gov](http://oaklandca.gov) (temporarily at [beta.oaklandca.gov](http://beta.oaklandca.gov)). This transition is anticipated to occur in spring 2018. Until the changeover is complete, information on OakDOT programs resides at [www.oaklandnet.com](http://www.oaklandnet.com) under the department where that service was provided prior to the reorganization (primarily under Oakland Public Works). The new webpages for OakDOT will provide details on projects, programs, and responsibilities. The OakDOT organizational chart is attached to this memorandum.

*BPAC Recommendation #2: Encourage the City Administrator's Office to reduce bottlenecks in hiring staff.*

As of March 2018, OakDOT has approximately 250 staff and 70 vacancies resulting in a vacancy rate of 22%. As a result of many successful recent recruitments, this rate is down from over 27% in September 2017. OakDOT is working closely with the Human Resources Management Department to fully staff the new department. This collaboration has resulted in Human Resources providing resources dedicated to focusing on priority OakDOT hiring needs. OakDOT meets weekly with Human Resources staff to review the priorities of current recruitments and remaining vacancies. Given natural attrition and turn-over, it is unlikely that OakDOT will ever reach and sustain 100% staffing, however, through this constant oversight and review of hiring priorities between OakDOT and Human Resources, the department is diligently managing this dynamic process.

*BPAC Recommendation #3: Develop a strategy and culture of project continuity and succession to reduce delays that happen when project managers and staff leave.*

Major capital projects require multiple years to develop and construct, highlighting the need for staff continuity. As one example, the Broadway/Keith Ave Bike/Pedestrian Project dates to the late 2000s when the project was originally conceptualized as part of the City of Oakland's settlement with Caltrans over the Caldecott Fourth Bore. The project was designed in 2012-2014 and construction was completed in 2017. Staff continuity is necessary for efficient and timely project management, and to ensure that a project's design stays true to its original intent. Ensuring this continuity is challenging for multi-year projects, particularly with the reorganization into OakDOT which has changed the roles of many staff. Some employees have been promoted and are no longer project managers. Other employees are doing project management in groups that previously did not exist. Some employees have left for other job opportunities. OakDOT is building a positive culture that builds upon its natural advantages: Oakland is an exciting place to work where staff have opportunities to manage high-visibility and high-impact projects. An additional strategy is developing design guidelines and operating procedures that can support employees when project manager roles are reassigned. This strategy is discussed below under Recommendation #5.

*BPAC Recommendation #4: Embrace Vision Zero at the highest levels of City leadership, because success will mean the involvement of many city departments, not just Oakland DOT.*

Vision Zero is a goal to end all severe and fatal traffic injuries by focusing on designing a transportation system that prevents crashes in the first place. This exciting policy initiative is a data-driven and interdisciplinary approach to investing in our streets. While OakDOT is the catalyst for Oakland's effort, the successful implementation of Vision Zero requires interdepartmental teams working in partnership with community members and grass-roots organizations. Because Vision Zero is data-driven, the success of this collaboration can be measured and monitored. OakDOT has initiated the following efforts to advance this effort: building a high injury network to identify streets where severe and fatal crashes concentrate to inform targeted investment in safety improvements; working with City and other public sector staff, community members, and Oakland community-based organizations to determine the format of an effective interdisciplinary approach; determining whether the Vision Zero goal and brand resonates with Oaklanders; and developing a Vision Zero (or similar) effort that embraces Oakland's equity, cultural and community values. OakDOT plans to determine precise next steps following the completion of these tasks.

*BPAC Recommendation #5: Use the new structure and capabilities of the DOT to deliver more quick safety wins for pedestrians and bicyclists.*

OakDOT is seeking to deliver timely, high-impact projects and to pilot new design approaches. Rapid response projects will make OakDOT relevant to Oakland residents as meaningful improvements are delivered in a timely manner. For safety projects, this can create a virtuous cycle whereby an issue is identified and, by responding in a timely manner, OakDOT earns

public appreciation and trust. As noted in the response to Recommendation #3, design guidelines and operating procedures are needed to promote project continuity and high-quality results. However, the state of the practice is changing rapidly and a design practice from only a few years ago may now be dated, or even obsolete. “Quick win” projects are well-suited for piloting, adjusting, and refining new design approaches that can then be standardized into design guidelines. The rapid response and rapid feedback from “quick wins” helps the slower moving major capital projects with on-the-ground examples of current best practices. To increase its capacity for rapid responses, OakDOT is making the following progress: hiring staff to develop more such projects; emphasizing data-driven decision-making to prioritize proactive over reactive work; and growing the capacity of City crews for delivering more projects. In particular, the City’s Fiscal Year 2017-19 Budget created new positions that will significantly increase OakDOT’s capacity for in-house concrete work including curb ramps, pedestrian safety islands, and sidewalk repairs.

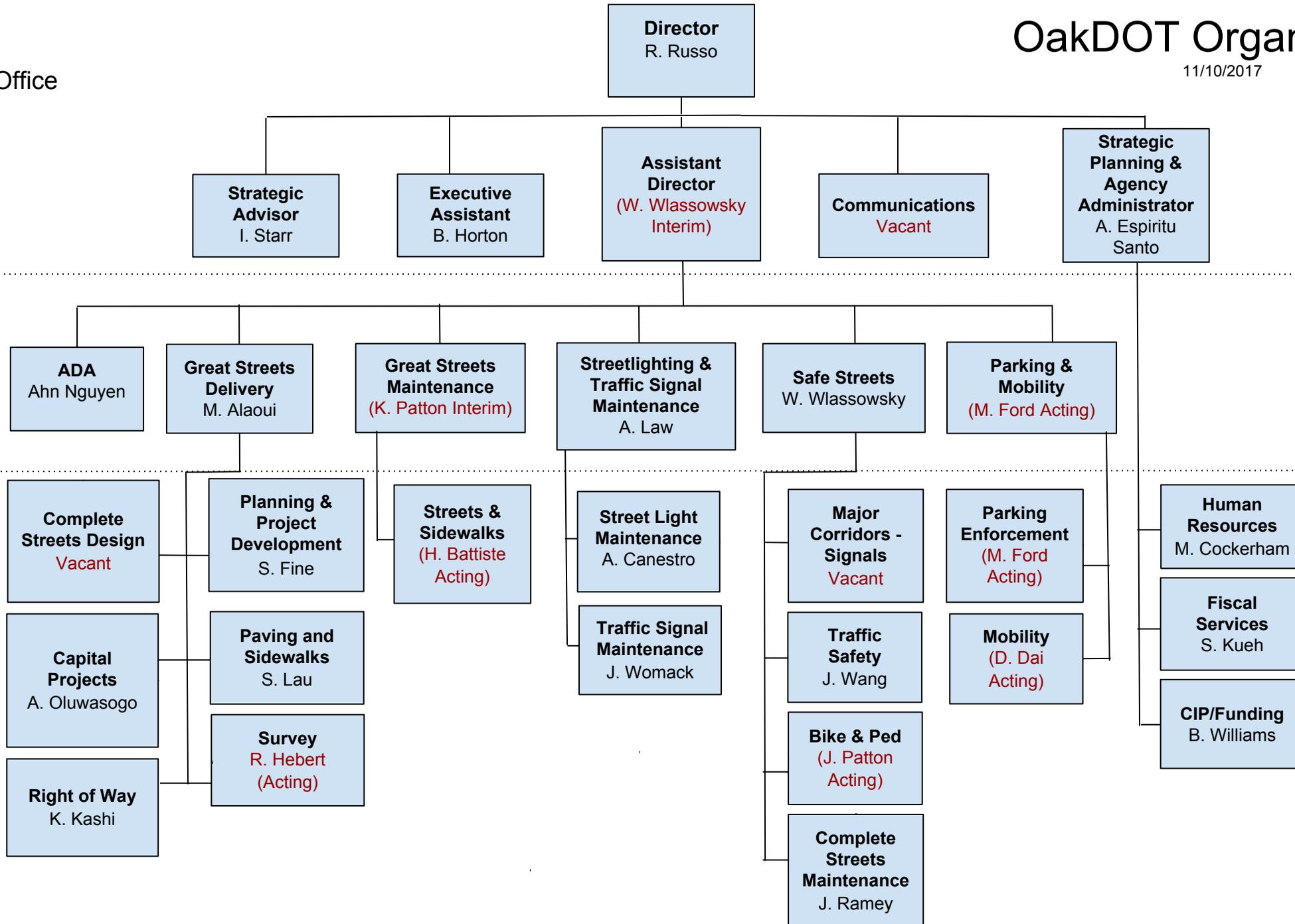
*Attachment*

- OakDOT Organizational Chart (11/10/17)

# OakDOT Organization

11/10/2017

Director's Office



Divisions

Section Leaders